

LIFE SKILLS SYLLABUS
2023 ONWARDS

DEPARTMENT OF MANAGEMENT

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Program: BBA

Semester: I

Course: Character Building and Holistic Development of Personality 1 (Spiritual & Mental Health)

Course Code: BBVAC101

Course Learning Objective:

CLO 1: To prepare the student to develop Manomaya Kosha (Development of mind).

CLO 2: To enable the students to develop Vijnanamaya Kosha (Intellectual Development).

CLO 3: To develop an understanding of Anandamaya Kosha (Spiritual Development).

CLO 4: To help the students in understanding the virtue of Vasudhaiva-Kutumbakam (the whole world is one family) and also to transform students into ideal personalities by inculcating sanskaaras.

Course Outcome:

On completion of the Course, the students will be able to:

CO 1: Develop a good understanding of Manomaya Kosha.

CO 2: Adapt the concept of constructive roles.

CO3: Analyze the understanding of spiritual development.

CO4: Correlate the importance of world as a family and enable them to develop Manomaya Kosha, Vijnanamaya Kosha, Anandmaya Kosha.

Course Content:

Topics	Hours
Unit I: Cognitive Intellectual Development (Manomaya Kosha)	
<p>Character Building : Meaning, Concept, Constituent elements of character and means/ways of character building.</p> <p>Manomaya Kosha : General Introduction, Meaning and Concept.</p> <p>Manomaya Kosha : Objectives, Characteristics and Significance.</p> <p>Benefits of developed Manomaya Kosha and deficiencies due to underdeveloped Manomaya Kosha.</p> <p>Means, Activities and Programmes to develop Manomaya Kosha.</p>	4
Unit II: Cognitive Intellectual Development (Vijnanamaya Kosha)	
<p>Vijnanamaya Kosha : General Introduction, Meaning and Concept.</p> <p>Objectives, Characteristics and Significance.</p> <p>Benefits of developed Vijnanamaya Kosha and deficiencies due to underdeveloped Vijnanamaya Kosha.</p> <p>Means, Activities and Programmes to develop Vijnanamaya Kosha.</p>	4
Unit III: Cognitive Intellectual Development (Anandamaya Kosha)	
<p>Anandamaya Kosha : General Introduction, Meaning and Concept.</p> <p>Objectives, Characteristics and Significance.</p> <p>Benefits of developed Anandamaya Kosha and deficiencies due to underdeveloped Anandamaya Kosha.</p> <p>Means, Activities and Programmes to develop Anandamaya Kosha.</p>	8
Unit IV: Moral Spiritual Development (To draw inspiration from important events of the lives of great men of India to serve the society and nation).	
<p>Social and National Awakening : Chanakya, Birsa Munda, Lala Lajpat Rai, Jyotiba Phule, Adi Shankaracharya, Veer Savarkar, Women from other countries dedicated to India : Annie Besant, Emily Shankle Bose, Mary Reed.</p> <p>Leading Scientists: Acharya Sushruta, Acharya Charak, Aryabhata, Jagdish Chandra Basu, Homi Jahangir Bhabha, A.P.J Abdul Kalam</p> <p>Women's Awakening : Lakshmi Bai, Rani Durgavati, Rani Chenamma, Rani Ahilya Bai Holkar</p> <p>Those who sacrificed all: Bhagat Singh, Khudiram Bose, Chandrashekhar Azad, Mahatma Gandhi.</p> <p>Seekers of Self-reliant India: Vinoba Bhave, Jai Prakash Narayan, Verghese Kurian, M.S.Swaminathan.</p>	8

Unique Personality of India : Dr.Rajendra Prasad, Sardar Ballabh Bhai Patel.	
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Suggested Reading:

- i.* My Idea of Education, Swami Vivekanand, Advaita Ashram, Kolkata
- ii.* Rabindranath Tagore : An Interpretation, Sabyasachi Bhattacharya, Penguin Delhi
- iii.* Women Who Created History, NCERT, New Delhi

Program: BBA

Semester: II

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Course: Character Building and Holistic Development of Personality II (Yoga and Physical Fitness)

Course Code: BBVAC102

Course Learning Objective:

CLO 1: To generate awareness among students about health and yoga.

CLO 2: To encourage students to be environmentally conscious, conserve water and practise good hygiene.

CLO 3: To acquaint the students with the fundamental principles of national unity and integration through practicing yoga.

CLO 4: To develop Annamaya Kosha (Physical Development) and Pranamaya Kosha (Development of Prana).

Course Outcome:

On completion of the Course, the students will be able to:

CO 1: Develop a good understanding of spiritual and mental health.

CO 2: Adapt the concept of sustainability and development.

CO3: Understand the importance of Yoga and practice it in day- to- day life.

CO4: Enable to develop Annamaya Kosha and Pranamaya Kosha.

Course Content:

Topics	Hours
Unit I: Physical Vital Development	
<p>Health: Meaning, Concept, Dimensions of health (mental, physical, social and spiritual) and health related general habits.</p> <p>Ideal daily routine/ Lifestyle : Meaning, Concept, Principles and its related practice</p> <p>Balanced Diet : Meaning, Concept, Benefits, Alkali and Acid, Balanced Diet according to Desh (location), Kaal (time), Ayu (age) and Ritu (season)</p> <p>Ritucharya (Seasonal Habits) : Meaning, general Introduction, Concept, Month and Festivities according to season, Nature of Earth, Lifestyle according to Shishir Season.</p> <p>Sukshama Vyayama and Surya Namaskara : General Introduction, Precautions and Practice.</p>	4
Unit II: Yoga and its Importance	
<p>Yoga: Meaning, Concept, Aims and Objectives, Types.</p> <p>Diet and Health: Conditions, Malnutrition (Undernutrition and Over Nutrition) causes, Problems and Solutions, Common points of consideration for nutrition.</p> <p>Vasant Ritucharya: Lifestyle according to Spring season; Lifestyle- General Introduction,</p> <p>Concept, Month and Festivities according to season.</p> <p>Pranayama: General Introduction (Bandh, Nadi and Chakra), Importance, Eligibility, Time, Place, position, Principles of Practice and Precautions</p> <p>Asana: General Introduction, Types, Benefits, Precaution and Practice (Asanas in Standing position)</p> <p>Practice of Sukshama Vyayama and Surya Namaskara</p>	4
Unit III: Yoga and Physical Fitness	
<p>Ashtanga Yoga: General Introduction, Parts, Meaning of Yama and Niyama, Concept, aims and Objectives.</p> <p>Diet and Health: Nutrients of Food -Carbohydrates, Proteins and Fats – Structure/Elements, Requirement/Utility & Sources</p> <p>Grisham Ritucharya: Lifestyle according to summer season- General Introduction, Concept, Month and Festivities according to season, Nature of the Earth.</p> <p>Pranayama: Importance, Rules, Precautions and Practice of Inhalation (Purak) Exhalation (Rechak) and Holding of Breath</p> <p>Asanas: (Bending Asanas)- General Introduction, Benefits, Precautions and practice of Padhastasana, Utkataana, Garudasana, Tulasana and Ardg-Chandrasana</p>	8

<p>Practice of Sukshama Vyayama and Surya Namaskara</p> <p>Varsha Ritucharya: Lifestyle according to rainy season- General Introduction, Concept, Month and Festivities according to season, Nature of the Earth.</p> <p>Diet and Health: Nutrients of Food – Vitamins, Mineral and Water structures/elements, Requirement & Sources.</p> <p>Pranayama: Importance, Rules, Precautions and Practice of Anuloma-Viloma, Bhramari and Kapalbhathi Pranayama</p> <p>Asanas: (In Sitting Position) - General Introduction, Benefits, Precautions and practice .</p> <p>Practice of Sukshama Vyayama and Surya Namaskara</p>	
<p>Unit IV: Practices of Yoga</p>	
<p>Sharad Ritucharya: Lifestyle according to Autumn season- General Introduction, Concept, Month and Festivities according to season, Nature of the Earth.</p> <p>Pranayama: Importance, Rules, Precautions and Practice of Chandrabhedhi, Suryabhedhi and Ujjai Pranayama.</p> <p>Asanas: (asanas performed in Supine position) - General Introduction, Benefits, Precautions and practice.</p> <p>Practice of Sukshama Vyayama and Surya Namaskara.</p> <p>Hemant Ritucharya: According to Hemant season- Meaning, General Introduction, Concept, Month and Festivities according to season, Nature of the Earth.</p> <p>Pranayama: Importance, Rules, Precautions and Practices of Sheetal, Sheetkari and Nadi Shodhan Pranayama.</p> <p>Asanas: (asanas performed in Prone position) - General Introduction, Benefits, Precautions and practice .</p> <p>Practice of Sukshama Vyayama and Surya Namaskara</p> <p>Self Defense: Meaning, Purpose, Required Capabilities;</p> <p>Relaxation: Shoulder-movement exercise for Spine & maintaining the balance</p> <p>Marmasthala – Common Vulnerable/Vital Points</p> <p>Prahara : Meaning, Striking Organs, Types of Strikes, Precautions.</p> <p>Preventing possible strikes, Preventing Organs and types/uses</p>	<p>8</p>

Suggested Reading:

- i.* Yoga for Everyone, B.K.S.Iyengar, Dorling Kindersley Ltd; New Delhi
- ii.* Yoga the Path to Holistic Health, .B.K.S.Iyengar, Dorling Kindersley Ltd; New Delhi
- iii.* Science of Yoga, Ann Swanson, Dorling Kindersley Ltd; New Delhi

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Program: BBA

Semester: III

Course: Character Building and Holistic Development of Personality 3 (Universal Human Values and Ethics)

Course Code: BBVAC201

Course Learning Objective:

CLO 1: To familiarize students with Indian cultural values.

CLO 2: To inspire students to preserve and protect values and ethics.

CLO 3: To build moral, ethical, energetic individual dedicated towards the service of humanity.

CLO 4: To focus on holistic development of an individual.

Course Outcome:

On completion of the Course, the students will be able to:

CO 1: Understand the importance of Indian cultural values.

CO 2: Learn to adapt, protect and preserve values and ethics.

CO3: Become a responsible citizen for serving the mankind.

CO4: Develop one's personality holistically in a balanced manner.

Course Content:

Topics	Hours
Unit I: Personality Development	
<p>Personality Development: Meaning, Concept, Constituent elements of personality and Means/Ways of Personality Development.</p> <p>Panchakosha: General Introduction, Meaning, Objectives, Characteristics and Significance.</p> <p>Benefits of Panchakosha, development and deficiencies due to underdevelopment of Panchkosha.</p>	4
Unit II: Mental Emotional Development	
<p>Values and Individual: Non-Possession, Non- Stealing, Self Restrain, Enthusiasm, Dutifulnes, Reticence, Silence, Self-study, Considerateness and Self-respect.</p> <p>Values and Family: Respectful Salutation, Obedience, Contentment, Patience, hospitality, Parent Service, Rectitude, Good Behaviour, Family feeling and worship.</p>	4
Unit III: Indian Values	
<p>Values and Society: Discipline, Social Responsibility and Duties of Citizens, Altruism/ Charity, Keeping good company, Gratefulness, Fraternity/ Friendship, Courtesy, Tactfulness, Soft Spoken and Feeling for the Oppressed.</p> <p>Values and Constitution: Dignity of an Individual, Fundamental Duties, Fundamental rights, Directive Principles of State Policies, Social Equality, Democracy, Justice, Freedom, Sarva-Pantha Samman and Scientific Approach.</p>	8
Unit IV: Practice of Values and Ethics	
<p>Values and Indian Culture: Integrity of the nation, Glory of the Past, Swadeshi, Nation Building, Patriotism, Mother Tongue, National Unity, Public Welfare, Equality and Spirituality.</p> <p>Values and Vision of the World: Humanity, Integrity, Human rights, The Highest or Most Sublime Good, Vasudhaiva Kutumbakam, Tolerance, Peaceful Coexistence, World-Welfare, Environmental Protection, Swavalamban/Self-reliance</p>	8

Suggested Reading:

- i.* My Idea of Education, Swami Vivekanand, Advaita Ashram, Kolkata.
- ii.* Personality Development, Swami Vivekananda, Advaita Ashram, Kolkata.
- iii.* The Man India Missed the Most; Subhash Chandra Bose, huvan Lall, Notion Press, Chennai.

COURSE SCHEME:

Credit-2/3

Maximum Marks- 100

Internal Evaluation- 50 Marks

External Evaluation-50 Marks

Contact Hours-2 Hours per week

Classroom Teaching- 1 Hours per week

Yoga Classes- 1 Hours per week

Internal Evaluation: Total Marks: 50

Sl.No.	Assignment for the Student(for each session)	Marks
1	Plantation(two saplings per student & taking care)	05
2	Teaching poor students (one hour per week)	10
3	To acquaint five poor families with government welfare scheme	05
4	Presentation of yoga exercises	05
5	Report on the study of social problems	10
6	Report on the visit to the educational and Cultural Sites	05
7	Practical file(based on all of the above social work)and presentation	10
	TOTAL MARKS	50

External Evaluation: Total Marks: 50

Maximum Time: 02 Hours

Sr. No.	Type of Question	Total Questions	Availability of Option	Questions to be attempted	Marks for the question	Word limit for each answer	Total Marks
	Very-short-answer	10	No	10	1	Fifty Words	10
	Short-answer (from the first three units)	9	Yes (two questions from each session)	6	3	One Hundred and Fifty Words	18

	Short-answer (from the first three units)	4	Yes (attempt and TWO Questions)	2	4	Two Hundred Words	08
	Short essay writing	4	Yes (attempt any two questions)	2	7	Three Hundred Words	14
	Total Marks						50

Note: All the assignments need to be performed and Geo-tagged. Only Geo-tagged submission will be considered for evaluation.